

COVID 19 Risk Assessment 25.2.22

<b>Location / Site</b>	
GOLDINGTON GREEN ACADEMY	
<b>Activity / Procedure</b>	
Whole school Risk Assessments	
<b>Assessment date</b>	
28/08/2020 – to be updated regularly in line with Government guidance, <ul style="list-style-type: none"> <li>• updated ` 10.9.2020,</li> <li>• updated 05/01/21</li> <li>• updated 05/02/2021</li> <li>• updated 23/02/2021</li> <li>• updated 20/05/2021</li> <li>• updated 1.11.21</li> <li>• updated 18/1/22</li> <li>• updated 19/1/22 – Requirement to wear masks removed in class 20/1/22 and communal spaces 27/1/22</li> </ul> updated 25 <sup>th</sup> February 2022 in the light of new Guidance finalized 24 <sup>th</sup> Feb 2022 and Bedford Borough advice	
<b>Consultation</b>	
This risk assessment has been consulted on by all staff and relevant unions (NEU, GMB, NAHT).	

Identify people at risk	YES or NO
<b>Employees</b>	<b>YES</b>
<b>Children</b>	<b>YES</b>
<b>Visitors</b>	<b>YES</b>
<b>Contractors</b>	<b>YES</b>

Government guidance for schools states:

“The safety of children and staff is our utmost priority.”

“The advice seeks to support staff working in schools, colleges and childcare settings, to deliver this approach in the safest way possible, focusing on measures they can put in place to help limit the risk of the virus spreading within education and childcare settings.”

“In education, childcare and social care settings, preventing the spread of the coronavirus involves dealing with direct transmissions (for instance, when in close contact with those sneezing and coughing) and indirect transmission (via touching contaminated surfaces.) A range of approaches and actions should be employed to do this.”

Government guidance for parents concerning re-opening of schools states:

“We have provided guidance and support to schools, colleges and child care settings on implementing protective measures in education and childcare settings to help them **reduce the risk of transmission as more children and young people return.**”

**“Unlike older children and adults, early years and primary age children cannot be expected to remain 2 metres apart from each other and staff.”** *(implementing protective measures in education and children care setting- 12.5.20)*

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“Whilst such changes are likely to look different in each setting, as they will depend upon individual circumstances, they are all designed to minimise risks to children, staff and their families.

Schools and colleges continue to be best placed to make decisions about how to support and educate their pupils during this period. This will include:  
Consideration of the pupils’ mental health and well being

### It reflects the principles of

- a requirement that people who are ill stay at home
- robust hand and respiratory hygiene
- enhanced cleaning arrangements

We are following the current Bedford Borough Guidance Flow Charts for advice on testing and isolation which can be found on the flow charts on the school website.

### Senior leaders will ensure that the system of controls are

- effective
- working as planned
- updated appropriately considering any issues identified and changes in public health advice.

<b>Identify hazard</b>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards		
<b>Lack of social distancing</b> resulting in direct transmission of the virus			
<b>Existing level of risk</b>	Consider current level of risk		
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls		
<ol style="list-style-type: none"> <li>1. Avoid contact with anyone with symptoms- anyone with symptoms of COVID to get tested by PCR testing and remain at home.</li> <li>2. Frequent hand sanitising and good respiratory hygiene practices taught e.g. catch it, bin it, kill it, in an age appropriate way.</li> <li>3. Children will be taught and reminded to sneeze or cough into their elbow instead of their hands. This will be supported by visuals – posters, symbols and social stories personalised to the pupils</li> <li>4. Hygiene rules re-visited and regularly and linked to school behaviour system –lots of praise for adherence.</li> <li>5. Marking can be completed if hands are santised before and after, live marking can be done.</li> <li>6. Individual risk assessments will be completed for key vulnerable children – please see each child’s pupil on a page document for personalised strategies.</li> <li>7. Window should be open where possible to aid ventilation. Doors will only be left open if this does not present an absconding hazard for pupils e.g. in Early Years or the ASC provision.</li> <li>8. Air conditioning can be used.</li> <li>9. Face covering should not be worn by children, as this increases the risk of transmission from their handling.</li> <li>10. On PE days, children will be expected to wear PE kit for the whole day so that changing does not have to happen.</li> <li>11. For Cooking and DT, children may have to use specialist spaces. These will be cleaned between groups.</li> <li>12. Where volunteers or external visitors are in school, e.g. for School Readers, this risk</li> </ol>			

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assessment will be shared with them prior to arrival.

13. Parents/ Carers will be asked to monitor their child's health – and the health of the whole household – and only send their child to school if they are well. They will be encouraged to look out for symptoms of the coronavirus in all members of the household and isolate the whole household if necessary. They will be encouraged to collect their child from school as soon as possible if they are informed they are unwell.

<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

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<b><u>Identify hazard</u></b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Lack of social distancing waiting to enter school in morning</b> resulting in direct transmission of the virus			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b><u>Control measures</u></b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. Staggered drop off and pick up times for different year groups.</li> <li>2. Escorts and parents to leave children at school gates and not come onto school site, school staff will meet children at the bike shed gate and escort in.</li> <li>3. Children must be on time in order for the staggered drop off and pick up times to work. Children can arrive up to five minutes before their allocated start time, but no earlier, and they must not be late. Children will not be allowed into school early if it is raining. Parents will be informed about the importance of punctuality via reopening letter and that they must dress their child suitably according to the weather.</li> <li>4. Instructions shared re social distancing outside school in morning shared with parents and children via email prior to school reopening.</li> <li>5. Teachers and SLT to be on duty to supervise.</li> <li>6. Children to be taken to the classroom by an allocated adult from the playground.</li> <li>7. Children will wash/sanitise their hands upon immediately entering the classroom via the outer door.</li> </ol>			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

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<b><u>Identify hazard</u></b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Lack of social distancing when eating lunch</b> resulting in direct transmission of the virus			
<b><u>Existing level of risk</u></b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b><u>Control measures</u></b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. Children eat in their classroom (except EYFS and Year 1 who are spaced in the hall).</li> <li>2. Children with packed lunch - packed lunches kept in individual children's lockers with bags.</li> <li>3. Meals brought to their classroom by support staff if children have school dinners.</li> <li>4. The kitchen will be fully open.</li> <li>5. Handwashing or hand-gelling before and after lunch consumed.</li> <li>6. All plates/ cups and cutlery must be returned to the kitchen <b>IMMEDIATELY</b> after lunch.</li> <li>7. All bin bags will be sealed and left out for the site agent at the end of each day.</li> </ol>			
<b><u>Remaining level of risk</u></b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>



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<b><u>Identify hazard</u></b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Emotional distress of the children</b>			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b><u>Control measures</u></b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. PSHE lessons will be planned to support children with loss/anxiety.</li> <li>2. The SEMH team in school will support vulnerable known children.</li> <li>3. Individual children with known vulnerable needs will have an individual support plan.</li> <li>4. Parents will be asked to help their child understand the changes to their class and curriculum e.g. not being able to socialize with older/younger friends/siblings at break/lunch times; and the cancellation of events they might usually do at school or have been looking forward to.</li> <li>5. Where a pupil is unable to attend school because they are complying with clinical or public health advice, schools are expected to immediately offer them access to remote education. Parents will not be penalized for non-attendance in these cases.</li> <li>6. Social stories and visuals will be used to support understanding .</li> </ol>			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b><u>Identify hazard</u></b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Emotional distress of the staff – including anxiety</b>			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b><u>Control measures</u></b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. Inclusion in risk assessment process – input into hazard identification and control measures.</li> <li>2. Sharing of support helplines – BBC and others.</li> <li>3. SLT members of staff on site every day for staff to share concerns with. SLT members always contactable by email.</li> <li>4. Staff to have access to Mental Health first aider and the SEMH team</li> <li>5. Risk assessments in place for vulnerable staff.</li> <li>6. Staff to place used mugs in the dishwasher in a timely manner and the dishwasher to door to remain closed and put on more frequently. Covered mugs and staff water bottles should be stored in a place where children are not able to access.</li> <li>7. Parents not allowed in school buildings.</li> </ol>			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

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<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Risk of spreading virus due to a child becoming unwell with coronavirus</b> resulting in direct transmission of the virus			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<p>1. Parents will be asked to monitor their child’s health – and the health of the whole household – and only send their child to school if they are well. They will be encouraged to look out for symptoms of the coronavirus in all members of the household and isolate if they test positive following current guidance. They will be required to collect their child from school as soon as possible if they are informed they are unwell.</p> <p>2. We will follow the Bedford Borough Flow Chart.</p> <p>Schools must:</p> <ul style="list-style-type: none"> <li>➤ Wear PPE when dealing with the possible infected pupil/staff</li> <li>➤ Isolate the pupil/staff – a dedicated space that you have identified in risk assessment</li> <li>➤ Contact home for staff/ pupil to be collected. Staff and pupils must not come into the school if they have symptoms, and must be sent home to self-isolate if they develop them in school</li> <li>➤ Parent/ individual – book a test: online via NHS testing system or Call NHS 119</li> <li>➤ All children can be tested, including children under 5, but children aged 11 and under will need to be helped by their parents/carers if using a home testing kit</li> <li>➤ HT should ask parents or staff member to notify school with the results as soon as received</li> <li>➤ HT makes a brief record of the names of staff and pupils who have tested positive.</li> </ul> <p>Test returns as negative: If an individual pupil/member of staff</p> <ul style="list-style-type: none"> <li>- Inform the school immediately</li> <li>- If the test is negative and if pupil/staff member feels well and no longer have symptoms similar to coronavirus (COVID-19) then they can stop self-isolating.</li> <li>- They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better.</li> <li>- Schools should not request evidence of negative test results or other medical evidence before admitting children or welcoming them back after a period of self-isolation</li> </ul> <p>Test returns as positive – If an individual pupil/member of staff</p> <ul style="list-style-type: none"> <li>- Inform their school immediately</li> <li>- Individual must isolate as per current guidance.</li> </ul> <p>For symptomatic cases the day the symptoms began is DAY ZERO. You need to add 10 further days after DAY ZERO.</p> <p>For asymptomatic cases the date of the test is DAY ZERO. You need to add 10 further days after DAY ZERO</p>			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>



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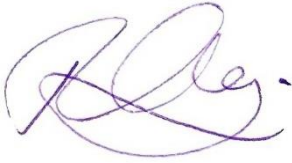
<b><u>Identify hazard</u></b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Risk of spreading virus due to poor hygiene</b> resulting in indirect transmission of the virus			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b><u>Control measures</u></b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. Hand gel dispenser inside of all classrooms.</li> <li>2. Hand gel order in large quantities.</li> <li>3. Extra soap dispensers and refills in each classroom.</li> <li>4. Paper towels ordered to be able to dry hands.</li> <li>5. Bins in classrooms to be emptied regularly throughout the day as lidded bins are not available.</li> <li>6. Ensure there are adequate tissues in every classroom.</li> <li>7. Children handwash or hand gel on entry to school, before break, after break, before lunch, after lunch, leaving school, using the toilet and any time they cough or sneeze.</li> <li>8. Washing hands posters replaced in all washing areas.</li> <li>9. Reminders how to wash hands properly – videos and posters.</li> <li>10. Procedure agreed for children to wash hands ensuring thorough hand washing.</li> <li>11. Government posters and activities to be sent home before school opens to inform the children and families of good hygiene.</li> <li>12. Children must wear school uniform.</li> </ol>			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b><u>Identify hazard</u></b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Risk of infection due to lack of cleaning</b> resulting in indirect transmission of the virus			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b><u>Control measures</u></b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. All surfaces, handles, light switches, plugs, technology resources, toilets and shared equipment will be cleaned each day using antibacterial spray, antibacterial wipes or steam.</li> <li>2. Some resources will be rotated and left to decontaminate for 3 or 4 days after cleaning to reduce the risk of indirect transmission.</li> <li>3. Deep cleaning of classrooms before full re-opening.</li> <li>4. Each classroom has adequate supply of disinfectant spray and gloves to aid cleaning throughout the day.</li> <li>5. Cleaners to return to clean areas as and when they are reopened.</li> <li>6. If cleaners are unavailable due to illness, cleaning will be maintained by staff in the bubble.</li> </ol>			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

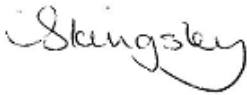
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<b><u>Identify hazard</u></b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Risk of disturbance of education due to rising community infection rates or further wider outbreaks</b>			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b><u>Control measures</u></b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. The school will liaise with Public Health and follow their advice if we have an outbreak.</li> <li>2. If the school is implementing the control measures set out in this risk assessment, then whole school closure based on cases within the school will not generally be necessary. Only on the advice of the Health Protection Teams should whole schools be closed. It is essential to inform the LA immediately if this is the case.</li> <li>3. <b>Supporting pupils who do not have appropriate IT or online access:</b> School will continue to endeavour to support pupils by loaning devices or securing access to internet or hardware. The DfE have announced that they are expanding their ‘Get Help with Technology Scheme’ to support schools preparing to deliver remote education in the event of local Coronavirus outbreaks.</li> </ol>			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

**Goldington Green Academy COVID-19 re opening risk assessment**

<b>Name of assessor</b>	<b>Signature of assessor</b>	<b>Date</b>
Rachel Timms		28 /08/2020 Updated 25.2.21 Updated 20.5.21 Updated 1.11.21 Updated 18.1.2022 Updated 25.2.2022

<b>Manager's comments</b>	Insert comments relevant to assessment as appropriate

<b>Name of manager</b>	<b>Signature of manager</b>	<b>Date</b>
Caroline Skingsley		28/08/2020 Updated 1.11.21 Updated 18.1.22 Updated 20.1.22 Updated 25.2.22

<b>Risk assessment reviews</b>	Set future review dates & sign/comment upon completion